



November 13, 2013

Item No. 16

**AUTHORIZATION TO ENTER INTO A CONTRACT WITH CLARITY PARTNERS, LLC
FOR THE WEBSITE DEVELOPMENT & IMPLEMENTATION OF WWW.THECHA.ORG**

To the Honorable Board of Commissioners:

RECOMMENDATION

It is recommended that the Board of Commissioners authorize the Chief Executive Officer or his designee to enter into a contract with Clarity Partners, LLC for the website development and implementation of www.thecha.org in the firm fixed fee amount of \$144,230 for the one-year base contract term, with an additional one-year option term, exercisable at the CEO's or his designee's discretion, and subject to funding availability and satisfactory performance, in the firm fixed fee amount of \$16,200, for an aggregate not-to-exceed amount of \$160,430.

The Chief of Staff, Office of the General Counsel, and the Department of Procurement and Contracts have completed all necessary due diligence to support the submission of this initiative and recommend the approval of this item accordingly.

CORPORATE MISSION: To leverage the power of affordable, decent, safe and stable housing to help communities thrive and low-income families increase their potential for long-term economic success and a sustained high quality of life.

FUNDING: General Fund - FY2013

SOLICITATION SUMMARY

Specification No.: 13 - 01181

Vendor: Clarity Partners, LLC
Rodney S. Zech, Managing Partner
227 W. Monroe St.
Suite 3950
Chicago, IL 60606

Contract Type: Website Development & Implementation

Solicitation Release Date: July 30, 2013

Base Contract Amount: \$144,230

Days Advertised: 20

Base Contract Period: 1 year

Addendums: 1) August 14, 2013

Option Period: 1 year, \$16,200

2) August 16, 2013

Aggregate Not To Exceed: \$160,430

Pre-Bid Date: August 1, 2013

Publications: Chicago Sun-Times, Defender,
Extra, CHA website & BuySpeed

Solicitation Due Date: August 21, 2013

Vendor List: 34
Pick-Up List: 5

Assist Agencies: 66
Respondents: 7

M/W/DBE Participation

Vendor	M/W/DBE Participation	Section 3 Hiring	Section 3 Contracting	Other Economic Opportunities
Clarity Partners, LLC	52.40%	Vendor is appropriately staffed and has no need to hire; however, respondent is committed to hiring one service desk representative.	Vendor is appropriately staffed and has no need to be subcontracted.	Clarity currently provides staff to three different call center operations within Chicago. The vendor plans to include section 3 residents into the process for hiring new/replacement staff for all of these operations.

GENERAL BACKGROUND /OVERVIEW

On July 30, 2013 the Chicago Housing Authority ("CHA") solicited qualified firms to provide website development and implementation services to relaunch the CHA website, www.thecha.org.

Bid submittals were received from seven firms on August 21, 2013. The respondent that received the best scores in both the written proposal and oral evaluation portions of the bid process was Clarity Partners, LLC. Founded in 2004, Clarity Partners, LLC is a Chicago-based certified MBE management and technology firm who has served significant clients in both the private and public sectors, which includes the City of Chicago sister agencies.

The Board action recommended in this item complies in all material respects with all applicable Chicago Housing Authority Board policies and all applicable federal (Department of Housing and Urban Development) procurement laws.

The Chief of Staff concurs with the recommendation to enter into a contract with Clarity Partners, LLC for the website development and implementation to relaunch www.thecha.org in the amount of \$144,230 for a one-year base contract term, with an additional one-year option term in the amount of \$16,200, for an aggregate not-to-exceed contract value of \$160,430.

The CEO recommends the approval to enter into a contract with Clarity Partners, LLC for the website development and implementation to relaunch www.thecha.org in the amount of \$144,230 for a one-year base contract term, with an additional one-year option term in the amount of \$16,200, for an aggregate not-to-exceed contract value of \$160,430.

RESOLUTION NO. 2013-CHA-109

WHEREAS, the Board of Commissioners has reviewed the Board Letter dated November 13, 2013 entitled "AUTHORIZATION TO ENTER INTO A CONTRACT WITH CLARITY PARTNERS, LLC FOR THE WEBSITE DEVELOPMENT & IMPLEMENTATION OF WWW.THECHA.ORG"

THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY

THAT the Board of Commissioners authorizes the Chief Executive Officer or his designee to enter into a contract with Clarity Partners, LLC for the website development and implementation to relaunch www.thecha.org in the firm fixed fee amount of \$144,230, for a one-year base contract term, with an additional one-year option term, exercisable at the CEO's or his designee's discretion, and subject to funding availability and satisfactory performance, in the amount of \$16,200, for an aggregate not-to-exceed contract value of \$160,430.

This award is subject to the Contractor's compliance with the CHA's MBE/WBE/DBE, Section 3, and bonding and insurance requirements.



Chicago Housing Authority
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Chicago, IL 60605

312-742-8500

www.thecha.org